

**CLASS TITLE: ASSISTANT WASTEWATER TREATMENT  
PLANT SUPERINTENDENT**

**Class Code: 02296700  
Pay Grade: 28A  
EO Code: G**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To be responsible for assisting a superior in supervising the operation and maintenance of a wastewater treatment system including a plant, pumping stations, interceptor sewers and outside connections; to assist in the supervision of all system functions and personnel; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of a superior from whom general and specific work assignments are received; work is reviewed for conformance to policies and instructions.

**SUPERVISION EXERCISED:** Plans, organizes, directs, coordinates and reviews the work of engineering, technical and maintenance employees.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To be responsible for assisting a superior in supervising the operation and maintenance of a primary and secondary wastewater treatment system including a plant, pumping stations, and interceptor sewers.

To assist in the supervision of all system's functions and personnel.

To inspect the system regularly and to recommend equipment plans and procedures to increase the efficiency of the system's operation.

To be responsible for organizing and directing safety and training programs for the staff of a wastewater treatment system.

To coordinate the operation of a wastewater treatment system with other federal, state and local agencies concerned with sewage disposal and environmental protection.

To recommend the acquisition of new equipment and other system improvements necessary to increase the level of services provided.

To compile data and statistics concerning the operation of a wastewater treatment system and to prepare written reports based on this data.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the operational methods, equipment and processes used in a primary, secondary, and advanced wastewater treatment system; a working knowledge of the maintenance of wastewater treatment systems and equipment; a working knowledge of industrial, commercial and housing wastes and their effects on treatment processes and equipment; a familiarity with state and federal laws governing the operation of a wastewater treatment system; a thorough knowledge of general mathematics and the various formulae required for the proper operation of a wastewater treatment system; the ability to read blueprints of a wastewater treatment system; the ability to maintain an effective working relationship with subordinates and with federal, state, local and private officials; the ability to compile data and to write clear and concise reports; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: possession of a Bachelor's Degree from a college of recognized standing with specialization in Sanitary, Civil, Chemical or Mechanical Engineering, Environmental Science, or a closely related field; and

Experience: Such as may have been gained through: considerable employment in a responsible capacity involving the supervision of persons working in a primary, secondary and advanced type of wastewater treatment plant, water works, industrial waste installation, or units which use processes of a similar nature.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

**SPECIAL REQUIREMENTS:** At the time of appointment, must be physically qualified to perform assigned duties as evidenced by a physician's certificate; upon appointment, must possess a valid Rhode Island driver's license; at the time of appointment, must possess an Operator-in-Training (OIT) Grade IV certification license for wastewater treatment plant (Ch. 42.17.4-6 of the General Laws of 1956, as amended).

Class Created: August 28, 1988

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